



State of Hawaii
Department of Budget & Finance
Unclaimed Property Program

Deceased Owner Claim Instructions

This information applies if you are filing a claim as the heir of a deceased owner.

1. Complete and sign a Claim for Return of Property Presumed Abandoned form.
 - a. All claimants must sign a claim form
 - b. Notarized signatures are required for claims:
 - Valued at \$50 or more
 - Consisting of stock or mutual fund shares
 - Consisting of safe deposit box contents
2. Each claimant must submit a clear copy of a current state or federal issued photo identification.

Documents commonly accepted as proof of identification are state Driver License, State Identification card, Military Identification, or a Passport.
3. Claimants must include a copy of documentation proving ownership of the property.

The image shows a sample of the 'CLAIM FOR RETURN OF PROPERTY PRESUMED ABANDONED' form from the State of Hawaii. A large 'Sample' watermark is overlaid on the form. The form includes sections for 'Owner Information' and 'Reporting Company'. The 'Owner Information' section is circled in red, and the 'Reporting Company' section is circled in blue. The 'Property Description' section is also circled in blue.

Proof of ownership connects a deceased owner to information provided by the reporting company in Box A:

- Reported Owner Address **OR**
- Reporting Company listed in Box A of the claim form

Reported Owner	Reporting Company	Property Description
Owner: ALOHA HAWAII	Name: EXAMPLE	CHECKING ACCOUNTS/DDA
Co-Owner:	Address: 250 S HOTEL ST	Acct #:
Address: PO BOX 150	HONOLULU HI	Amount: 0.01
HONOLULU HI 96810		

Documents commonly accepted as proof of the reported address and/or proof of having conducted business with the reporting company are:

- Bank or Credit Card Statement
- Birth or Marriage Certificate
- Cancelled Check
- Mortgage Document
- Motor Vehicle Registration
- Payroll Statement
- Postmarked Envelope
- Tax Return
- Title & Escrow Statement
- Utility Statement



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Deceased Owner Claim Instructions - continued

4. Submit a copy of a Will, Probate document, or Trust evidencing to whom the funds should be distributed.

If the deceased reported owner had no Will, Probate document or Trust and the gross value of the estate in the State of Hawaii does not exceed \$100,000.00, submit a signed and notarized Affidavit for Collection of Personal Property of the Decedent form. The heir must also submit documentation evidencing relation to the deceased owner. Documents commonly accepted are birth, death and marriage certificates.

5. Submit a death certificate of the deceased reported owner.

An original certified Death Certificate is required when submitting an Affidavit for Collection of Personal Property of the Decedent form.

Original certified death certificates are only returned upon request.

6. Submit to the State of Hawaii Unclaimed Property Program:

- a. Claim form
- b. Required documents listed in numbers 2 - 5
- c. Required document(s) listed from the Deceased Owner Claim Considerations page

State of Hawaii
Unclaimed Property Program
P.O. Box 150
Honolulu, Hawaii 96810

You will be notified if additional documents are needed to process your claim.

Should you have any questions call the State of Hawaii Unclaimed Property office at (808) 586-1589.



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This information applies if you are filing as the heir of a deceased owner. If the statement applies, submit the appropriate documentation.

*** I have a Power of Attorney document for a person listed as the owner of unclaimed property.**

A Power of Attorney document does not authorize you to file a claim form on behalf of a deceased reported owner.

*** I am filing a claim for stock or mutual fund shares.**

Claimants are advised to contact the State of Hawaii Unclaimed Property Office prior to filing a claim for stock or mutual fund shares. Claimants filing for stock or mutual fund shares must submit a completed, signed, and dated IRS Form W-9.

*** I am filing a claim for safe deposit box contents.**

Claimants are advised to contact the State of Hawaii Unclaimed Property Office prior to filing a claim for safe deposit box contents. Claimants filing for safe deposit box contents must submit a receipt from the financial institution evidencing payment of fees or a letter from the financial institution stating that no fees are due.

*** I am filing a claim for a cashier's check.**

The original cashier's check is required to process the claim.